



POSTER SPECIFICATIONS

Deadline for submitting poster abstracts: January 31, 2014

We invite you to submit an abstract for a poster presentation at the upcoming NWFSC Science Symposium to be held March 25th-26th, 2014. This year's symposium is titled "Science Making a Difference", and will showcase posters of current and cutting-edge research conducted at the NWFSC.

Poster abstracts are due by **Friday January 31, 2014**.

Please submit all poster abstracts to the Symposium Committee at NWFSC.symposium@noaa.gov.

No abstracts will be accepted after this deadline so please begin working on your abstract soon!

Please follow the oral/poster abstract guidelines (http://www.nwfsc.noaa.gov/news/events/symposia/abstracts_symposium4.cfm) for all submitted poster abstracts.

Please limit your poster size to 32"x 44" which can be either portrait or landscape.

We ask that all posters be placed the morning of the first day before the start of the symposium, March 25th between 7:30 a.m.-8:30 a.m.

The poster should remain in place for the entire time of the symposium, from the morning of March 25th to the evening of March 26th.

The Poster Session will be the afternoon of Tuesday, March 25th from 3:15pm to 5pm.

Poster presenters are required to be present at their poster during this time. In addition, posters will be available for viewing and discussion throughout the symposium. Poster presenters are encouraged to be present during these times. Posters may be removed at the end of the symposium between 3:30pm and 5pm on Wednesday March 26th.

Direction as to the placement of individual posters will be provided via email to all poster session participants prior to the week of the symposium. In addition, Lisa Pfeiffer (Lisa.Pfeiffer@noaa.gov, 206-861-8229) will be available from 7:30 a.m.-8:30 a.m. on Tuesday, March 25th to assist in the placement of the posters.

Instructions for poster presentations

A poster presentation consists of a visual display combined with an interpersonal question

and answer period. The content of an effective poster presentation should be direct, focused, and concise. Posters should stimulate discussion, not give a long presentation. Therefore, keep text to a minimum, emphasize graphics, and make sure every item in your poster is necessary. Investigators are required to be available during the poster session to discuss methods and results with interested visitors and colleagues.

Presentations should contain succinct headings that organize and logically display the information. Graphics should be explicit and brief. Elaboration is best done verbally—just as if it were an oral presentation. A short legible "Introduction" and a summary of conclusions are essential. The poster display should include:

- Title, author name(s), Division and Program information, etc.
- Hypothesis or Objectives
- Brief methods
- Results
- Conclusions &/or Management Implications
- Acknowledgments (collaborators, funding sources)

Mounting surfaces for posters will vary. Additional guidance as to mounting methods (e.g. thumbtacks, tape, etc.) will be provided in email prior to the event. Providing handouts to supplement your poster is encouraged.

Suggestions on Design and Production

Listed below are suggestions that you may find helpful in developing your poster presentation.

Poster printing— Large format printers are available for printing posters at the Montlake facility. For poster printing procedures please see the updated SOP at https://inside.nwfsc.noaa.gov/sop/sop_index_display_detail.cfm?sopid=1606. To print posters, submit a poster printing request through the IT helpdesk request ticketing system at https://inside.nwfsc.noaa.gov/webapps/ithelp/addedit_itrequest.cfm. If you have problems or addition questions for printing posters, please contact Greg Caton (Greg.Caton@noaa.gov, 206-860-3355).

Please note: Due to the anticipated volume of poster submissions it is prudent that presenters print their posters early to avoid possible delays. Posters will be printed in order they are received, so please plan accordingly so that your poster is printed in time for the symposium. All printing requests should be submitted no later than **March 17, 2014.**

Readability of Posters— Poster sessions will be viewed by a large audience. To accommodate a group at a single poster presentation, the size of the lettering must be large enough to be legible at a distance of approximately six feet.

Preferred background colors for posters include white or a light-colored background color (to conserve ink). Remember the key is contrast, so keep this in mind when choosing your

colors and shades. Simple use of color can add emphasis effectively.

If the presentation is typeset, choose a type design that can be clearly read (Helvetica or Arial, for example). The weight (thickness of each letter) of the type chosen should be medium or bold.

The actual size of the type is measured in "Points". To be legible at a distance of eight feet, the minimum type size used should be 30 points. Below are suggestions of type for viewing at various distances.

To be legible at:	Use:	Application:
8 feet	28 pt. M	Body of text, captions
10 feet	48 pt. M	Headings
14 feet	72 pt. M	Poster Title